

Promotional Opportunities



Increasing Missouri Business
Advancing Workers, Business & Economic Growth

October 8-10, 2003
Tan-Tar-A
Osage Beach, MO

Visit the 21st Annual Governor's Conference on Workforce Development web site at www.ded.state.mo.us/wfd



21st Annual

Governor's Conference on Workforce Development

October 8-10, 2003 • Tan-Tar-A • Osage Beach, Missouri

We invite you to support the *21st Annual Governor's Conference on Workforce Development*. This innovative one-of-a-kind conference brings together representatives from all partners of the workforce development system to exchange ideas, experiences and perspectives. The Governor's Conference on Workforce Development puts you in direct contact with over 800 local, state and federal workforce development professionals; government leaders; business and industry leaders; economic development and education professionals; and career counselors throughout the State of Missouri and across the nation.

Your organization has many excellent opportunities for promotion at this event. Opportunities include sponsorships, exhibits, advertisements and promotional materials. Please take a few moments to review this brochure to see the number of opportunities available to you and your organization.

The networking reception, breaks and breakfast will be held in the Exhibit Area to provide your organization an opportunity to showcase your products and services.

Advertising opportunities will promote your products and services to workforce development professionals across the country. Advertisements will be published in the Conference Program.

If you are not able to participate at the Conference, your company's literature and promotional items can be inserted into conference bags for a nominal fee.

We welcome your participation and hope you will enjoy the 2003 Governor's Conference on Workforce Development.

Conference Location

Tan-Tar-A Resort
State Road KK
P.O. Box 188TT
Osage Beach, MO 65065
www.tan-tar-a.com

Reservations
must be received
by September 8, 2003

The *21st Annual Governor's Conference on Workforce Development* will be held at Tan-Tar-A Resort located in Osage Beach, Missouri. The Exhibit Hall will be located in the Windgate Hall. To receive the special discounted room rate of \$85.49 per night, call Tan-Tar-A directly at 800.826.8272 or 573.348.3131. Please mention the *21st Annual Governor's Conference on Workforce Development* to be included in the Conference room block.



Conference At A Glance

Tentative

Wednesday, October 8, 2003

8:00 a.m. - 5:00 p.m.	Conference Registration
12 noon - 7:00 p.m.	Exhibitor Set-Up
1:30 p.m. - 3:00 p.m.	Welcome/Opening Keynote Address Awards Ceremony Keynote Speaker: Bob Holden, Governor
3:15 p.m. - 4:30 p.m.	Concurrent Workshop Sessions

Who Attends the Conference?

The 21st Annual Governor's Conference on Workforce Development brings together individuals representing all sectors of the workforce development system including:

- Business and Industry Leaders
- Chamber of Commerce Executives
- State and Local Economic or Community Development Organizations and Agencies
- State and Local Educational Agencies and Institutions
- Elected Officials at the State and Local Level
- Units of State and Local Government
- Labor Organizations and Agencies
- Workforce Development Organizations and Agencies
- Community-Based Organizations and Agencies
- Social Service Organizations and Agencies
- Workforce Development System Program Participants

Thursday, October 9, 2003

7:30 a.m. - 4:30 p.m.	Conference Registration
7:30 a.m. - 12 noon	Exhibit Hall Open
7:30 a.m. - 8:30 a.m.	Continental Breakfast
9:00 a.m. - 10:00 a.m.	General Session
10:00 a.m. - 10:30 a.m.	Refreshment Break/ Visit Exhibits
10:30 a.m. - 11:45 a.m.	Super Sessions
12 noon - 1:15 p.m.	Lunch
1:15 p.m. - 5:30 p.m.	Exhibit Hall Open
1:30 p.m. - 2:30 p.m.	Concurrent Workshop Sessions
2:30 p.m. - 3:00 p.m.	Refreshment Break/ Visit Exhibits
3:00 p.m. - 4:00 p.m.	Awards Ceremony
4:30 p.m. - 5:30 p.m.	Networking Reception in Exhibit Hall
6:00 p.m. - 8:00 p.m.	Exhibitor Dismantle

Friday, October 10, 2003

7:30 a.m. - 9:00 a.m.	Conference Registration
7:30 a.m. - 8:30 a.m.	Continental Breakfast
8:30 a.m. - 9:30 a.m.	Concurrent Workshop Sessions
9:45 a.m. - 10:45 a.m.	Concurrent Workshop Sessions
11:00 a.m. - 12 noon	Closing General Session



Promotional Information

Items for the Conference Bags

Here's a great way to promote your products and services! For a \$100 fee, we will insert your company's literature and promotional items in this year's conference bags which will be distributed to more than 800 workforce development professionals. Please send 1,000 items to be inserted in the conference bags no later than **September 15, 2003**.

Advertising

Advertising is a terrific way to reach the individuals who decide what workforce development services and resources will be used in their communities. The Conference Program is the most popular item in the participant's conference materials. By purchasing an ad in the Conference Program, you place your message in front of key players in workforce development initiatives.

Ad Dimensions & Rates

- Full-Page: 7 ½" x 10" \$500
- Half-Page: 7 ½" x 5" \$300
- Quarter-Page: 3 ¾" x 5" \$175

Ad Specifications

Advertisement files may be sent through the following media, accompanied by hard copy printouts:

- 3 ½" Floppy Disks
- Zip Disks
- CD
- E-mail

The media must contain the original file, any embedded artwork, all supplemental logos/artwork and all fonts used. Please visit the Conference web site for acceptable formats. Advertisements will be published black and white.

Please send advertisements to Laura Kliethermes via e-mail at lkliethermes@wfd.state.mo.us or by mail to the Missouri Division of Workforce Development, P.O. Box 1087, Jefferson City, MO 65102-1087.

The deadline to submit artwork for the Conference Program is **September 2, 2003**. To guarantee premium placement of your ad, early submissions are strongly recommended.

Exhibits

Exhibit space creates an exceptional platform to network with existing clients and to meet new prospects. Do not miss the chance to showcase your products and services to over 800 conference attendees.

Booth Package – \$250

- 8'x10' Space
 - Pipe and drape
 - Identification sign
 - Carpeting
 - 6' Table
 - 2 Chairs
 - Wastebasket
 - One complimentary conference registration
- Includes access to all conference activities, meals and workshops.*
- Link to your company's web site from the Conference web site

Space must be reserved no later than **September 2, 2003**.

Exhibitors will be notified of their booth space no later than **September 15, 2003**.

Liability

- The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend and hold harmless the 21st Annual Governor's Conference on Workforce Development, its partners, directors and employees, the Hotel, its owner, management company, their agents, servants and employees from any and all such losses, damages and claims.
- The Hotel will not be responsible or liable for any loss, damage or claim arising out of exhibitor's activities on the Hotel's premises, except for any claims, losses or damages arising directly from its negligence.



Exhibitor Registration

Registration Deadline:
September 2, 2003

Company Information: Please complete the information exactly as you would like it to appear in conference materials.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Principal Contact: _____ Title: _____

E-mail: _____

Company web site: _____

As a sponsor, there is no charge to link your company web site from the conference web site.

Signature: _____

All correspondence will be with the principal contact.

Name of individual receiving complimentary conference registration: _____

Names of individuals staffing the booth:

Individuals will be invoiced \$150 each.

Brief explanation of services your company offers:

Cancellation/Refund Policy: Exhibitor cancellations made in writing and received by **September 8, 2003** will receive a 50% refund.

Other Opportunities

Advertisements:

Please indicate size: ☐ Full-Page - \$500 ☐ Half-Page - \$300 ☐ Quarter-Page - \$175

Promotional Brochures:

Please indicate if you would like your company's promotional brochures inserted in the conference bags for a \$100 fee.

☐ Yes ☐ No

Method of Payment:

☐ Check enclosed made payable to **Friends of the Missouri Women's Council**.
(Federal Tax I.D. #43-1701418)

☐ Please Invoice Purchase Order Number: _____

☐ Total Enclosed / Invoiced \$ _____

Please complete & return to:

Missouri Division of Workforce Development
Attn: Workforce Development Conference
P.O. Box 1087
Jefferson City, MO 65102-1087

Overnight
accommodations at
Tan-Tar-A may be made
by calling
800.826.8272
or
573.348.3131.



Sponsorships

Sponsorships create a unique opportunity to publicize your organization to existing clients and new prospects. The 21st Annual Governor's Conference on Workforce Development offers the following four levels of sponsorship:

Platinum Level (\$5,000 and above)

- Complimentary exhibit space (1)
- Complimentary conference registrations (up to 3)
- Complimentary full-page advertisement in conference program
- Link to your web site from conference web site
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area

Gold Level (\$3,000 - \$4,999)

- Complimentary exhibit space (1)
- Complimentary conference registrations (up to 2)
- Complimentary half-page advertisement in conference program
- Link to your web site from conference web site
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area

Silver Level (\$1,500 - \$2,999)

- Complimentary exhibit space (1)
- Complimentary conference registration (1)
- Complimentary quarter-page advertisement in conference program
- Link to your web site from conference web site
- Recognition of your sponsorship at the plenary sessions
- Company literature or promotional items inserted into conference bags
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area

Bronze Level (\$500 - \$1,499)

- Complimentary conference registration (1)
- Complimentary quarter-page advertisement in conference program
- Link to your web site from conference web site
- Printed recognition in the Conference Program
- The option to use your donation as a tax deduction under the IRS 501(c)(3) status
- Prominent sign recognition at the conference registration area

**For more information about the
21st Annual Governor's Conference on
Workforce Development
contact the:**

Missouri Division of Workforce Development
P.O. Box 1087
421 East Dunklin Street
Jefferson City, MO 65102-1087
Telephone: 573.751.2816
Fax: 573.751.4088
E-mail: ljames@wfd.state.mo.us





Sponsor Registration

Registration Deadline:
September 2, 2003

Company Information: Please complete the information exactly as you would like it to appear in conference materials.

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Principal Contact: _____ Title: _____

E-mail: _____

Company web site: _____

As a sponsor, there is no charge to link your company web site from the conference web site.

Signature: _____

All correspondence will be with the principal contact.

The principal contact will receive the complimentary conference registration counted toward your sponsorship total.

Yes, our company will participate as a:

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Platinum Level Sponsor
(\$5,000 and above) | <input type="checkbox"/> Gold Level Sponsor
(\$3,000 - \$4,999) | <input type="checkbox"/> Silver Level Sponsor
(\$1,500 - \$2,999) | <input type="checkbox"/> Bronze Level Sponsor
(\$500 - \$1,499) |
|--|--|--|--|

Names of individuals who will staff the booth and/or receive the complimentary conference registrations:

Names of additional registrants that exceed your sponsorship level allotment will be invoiced \$150 each.

Brief explanation of services your company offers:

Cancellation/Refund Policy: Sponsorship cancellations made in writing and received by September 8, 2003 will receive a 50% refund.

Advertisements: Please see sponsorship level for complimentary advertisement size:

- ☐ Full-Page ☐ Half-Page ☐ Quarter-Page

Promotional Items: As a Platinum, Gold or Silver Level Sponsor, there is no charge for your company's literature or promotional items to be inserted in the conference bags.

Method of Payment:

- ☐ Check enclosed made payable to **Friends of the Missouri Women's Council**.
(Federal Tax I.D. #43-1701418)
- ☐ Please Invoice Purchase Order Number: _____
- ☐ Total Enclosed / Invoiced \$ _____

Please complete & return to:

Missouri Division of Workforce Development
Attn: Workforce Development Conference
P.O. Box 1087
Jefferson City, MO 65102-1087

**Overnight
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or
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www.ded.state.mo.us/wfd

Visit the web site:

Tan-Tar-A • Osage Beach, Missouri!

October 8 - 10, 2003

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Join us for Missouri's premiere
workforce development conference.



21st Annual Governor's Conference on Workforce Development
P.O. Box 1087
Jefferson City, MO 65102-1087

Conference Partners:

Missouri Training and Employment Council

Department of Economic Development
Division of Workforce Development

Department of Elementary and Secondary Education
Division of Vocational Rehabilitation
Division of Vocational and Adult Education

Department of Labor and Industrial Relations
Division of Employment Security

Department of Higher Education

Department of Social Services
Division of Child Support Enforcement
Family Support Division

Office of Administration
Division of Facilities Management

Visit the 21st Annual Governor's Conference on Workforce Development web site at www.ded.state.mo.us/wfd